

# VOCA GRANT PROJECT STATISTICAL REPORT

(Due 10 Days After Close of Each Quarter, or the First Business Day, by 5:00 PM)

1. Reporting period - Quarter in which the subgrantee is reporting statistical information.

Grant Project Number - Use the number given to the subgrantee from the Governor's Grants Program in the Grant Assurances.

Name and address of subgrantee organization.

Contact Name of person filling out the report form, include the phone number and fax number of this person.

2. Use only the number of victims served in the VOCA grant project. Indicate the number of victims served by type of victimization during the quarter reporting. **Note:** each victim should be counted only once, (i.e., a victim for a series of spouse abuse assaults should be counted more than once only as a result of separate and unrelated crimes.

**It should also be noted that no duplication of the number of crime victims served will be permitted from one quarterly report to another. Crime victims who continue to receive services into the next grant year cannot be counted on next year's reports. However, the services that victims receive may be counted again in a new reporting period.**

3. Enter the total number of victims served by the VOCA-funded grant project under each of the appropriate age and race categories and break them down by gender. The total number of victims served in number three should equal that of number two.
4. Indicate the number of victims who received the following VOCA funded services. A victim may be counted in more than one category, but no more than once in any given category. Please review the following definitions before completing this report.

Counseling - in person and telephone crisis intervention, emotional support, and guidance and counseling provided by advocates, counselors, mental health professionals, or peers. Such counseling may occur at the scene of the crime, immediately after a crime, or be provided on an ongoing basis.

Follow-up - in-person contacts, telephone contacts, and written communications with victims to offer emotional support, provide empathetic listening, check on a victims' progress, etc.

Therapy - intensive professional psychological and/or psychiatric treatment for individuals, couples, and family members related to counseling to provide emotional support in crisis arising from the occurrence of crime. This includes the evaluation of mental health needs, as well as the actual delivery of psychotherapy.

Group Treatment/Support - the coordination and provision of supportive group activities which includes self-help, peer, social support, etc.

Shelter/Safe House - offering short-and long-term housing and related support services to victims and families following victimization.

Information/Referral (in person) - in-person contacts with victims during which time, services, and available support are identified.

Criminal Justice Support/Advocacy - support, assistance, and advocacy provided to victims at any stage of the criminal justice process, which includes post-sentencing services and support.

Emergency Financial Assistance - cash outlays for transportation, food, clothing, emergency housing, etc.

Emergency Legal Advocacy - assistance in filing temporary restraining orders, injunctions, and other protective orders, elder abuse petitions, and child abuse petitions, but does not include criminal prosecution or the employment of attorneys for non-emergency purposes, such as custody disputes, civil suits, etc.

Assistance in Filing Compensation Claims - making the victim aware of the availability of crime victim compensation, assisting the victim in completing the required forms, gathering the needed information, etc. It also may include follow-up, contact with the victims compensation agency on behalf of the victim.

Personal Advocacy - Assisting victims in securing rights, remedies, and services from other agencies; locating emergency financial assistance, intervening with employers, creditors, and others on behalf of the victim; assisting in filing for losses covered by public and private insurance programs including worker's compensation, unemployment benefits, welfare, etc.; accompanying the victim to the hospital; etc.

Telephone Contact - contacts with victims during which time services and available support are identified. **This does not include calls during which counseling is the primary function of the telephone call.**

Other - other VOCA allowable services and activities not listed.

5. Indicate how the above VOCA-funded services were provided to the victims. The total number of services provided in number five should equal that of number four.